

**The Farnham Pottery Trust Ltd**  
**(A company limited by guarantee)**

**Report and Financial Statements**  
**For the Year Ended 31 March 2024**

**Company number 06546703**  
**Charity number 1152896**

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**The Farnham Pottery Trust Ltd**  
**(A company limited by guarantee)**

**Financial Statements**  
**For the Year Ended 31 March 2024**

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# **The Farnham Pottery Trust Ltd**

## **Report of the Management Committee for the year ended 31 March 2024**

The Management Committee presents its report and financial statements for the year ended 31 March 2024. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

### **Reference and Administrative Information**

Company/Charity Name                      The Farnham Pottery Trust Ltd

Operating Name                              318 Ceramics

Company registration number              06546703

Charity registration number                1152896

Principal Office                              318 Ceramics  
Units 11-13  
Coxbridge Farm  
**Farnham GU9 7AS**

Registered Office                            318 CERAMICS  
Units 11-13  
Coxbridge Farm  
**Farnham GU9 7AS**

### **Management Committee:**

#### **Trustees**

Mr A Howard  
Ms K Mason  
Mrs S Radway  
Ms L Manopoulou  
Ms K Bagley  
Mr S Key

### **Independent Examiner**

Jason Foxwell FCCA FCIE, independent-examiner.net, 39 Enfield Road, Poole, BH15 3LJ

## **Annual Report of the Management Committee**

### **Purpose and Aims**

Our charity's purposes as set out in the objects contained in the company's memorandum of association are to: 'To advance education in the art and craft of ceramics by the provision of educational courses on the subject'. The company became registered as a charity with the Charity Commission on 16 July 2013.

### **Activities in the year 2023-2024**

#### **318 Ceramics**

#### **Trustees Year end report of activities 2023 -2024**

##### **Premises**

This is our 2nd year at Coxbridge and we have really established ourselves; there is a real sense of a growing community. We have been able to expand in a small way by taking on an adjacent small garage and lean to, for a technician glaze lab and general storage space for equipment.

This comes with additional parking which is a real asset, giving staff flexibility with working times.

##### **Workshops and classes**

We have increased our classes with an extra throwing class on Friday afternoon.

And continued to offer Taster Throwing Workshops almost monthly.

##### **Events**

Farnham craft month in Nov we ran a tasters session and highlighted our collaborations with the Allen gallery leaf project.

##### **Emmanuel Cooper Memorial Lecture**

RCA hosted this year, and we aim to host it in Farnham next Spring.

##### **Exhibitions**

318 Ceramics inaugural exhibition was held at the Allen Gallery in March for 3 weeks. It was very well received with sales and good footfall. We have been invited to show again next spring.

##### **Marketing**

Our social media profile has been very well received and our following has increased

318 is a member of the Craft UK network, an online zoom meeting forum, which is most informative and highlights us to a wider network.

Sam, Sara and Kathy worked together on a short film to promote interest in our organization and we hope to do more as the year unfolds.

##### **Community and outreach**

UCA-318 knowledge exchange Ashley Howard secured funds to support a learning partnership for the coming year, enabling access to throwing workshops, reduction firings, 3D printing, talks and research opportunities with the Craft study center. The UCA students are keen to participate. Some 318 students have expressed an interest in further study at UCA.

In May 2023 we were involved in a Fundraising collaboration with the Allen Gallery in Alton in support of their Lottery bid.

Tutors Sian and Kathy are developing links with the Helen Arkell Dyslexia Centre regarding a possible artwork insolation and workshops.

Workshops are also being arranged with Girlzclub to support their goals and in line with our aims to bring ceramic making experience to a wider audience.

We have also run workshops for a group of homeschooled children from which we had some lovely feedback, This is something we may well develop.

##### **Trustees**

Laura Anthony resigned from the board of trustees due to work commitments.

## **Governance**

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Subscribers to the Memorandum and Articles of Association and such other persons as the Management Committee shall admit to membership shall be members of the Company and of the Management Committee. Members are appointed due to their expertise in the pottery and the creative arts and their commitment to encourage and educate the public in the creative arts skills.

All director members of the Management Committee give their time voluntarily and received no benefits from the charity. No expenses were reclaimed from the charity by the Management Committee.

## **Reserves Policy**

The trustees believe that the Trust should have a small reserve fund of around £20,000 for use as a contingency for emergencies and they will endeavour to build up such a fund as soon as the Trust's activities permit this.

## **Public Benefit**

In setting our objectives and planning our activities for the year our Trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

Hence in line with the Trust's Aims, our principal activities for the year included running courses for the general public, children's courses and a course for young adults with autism.

We are an equal opportunity organisation and in line with our ethos are committed to providing a caring working environment serving our local community and society at large for students from all backgrounds. This environment is free from discrimination on the grounds of colour, race, ethnicity, religion, sex, sexual orientation or disability.

## **Responsibilities of the Management Committee**

Company law requires the Management Committee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Management Committee should follow best practice and:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Management Committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure the financial statements comply with the Companies Act 2006. The Management Committee is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention of fraud and other irregularities.

## **Members of the Management Committee**

Members of the Management Committee, who are directors for the purposes of company law and trustees for the purposes of charity law, who served during the year up to the date of this report are set out on page 3.

Approved by the Management Committee on

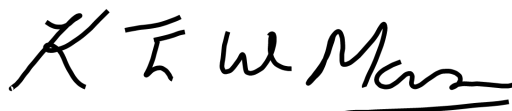
**06.05.24**

and signed on its behalf by:

Date -----

Katherine E W Mason

Trustee



## **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE FARNHAM POTTERY TRUST LTD**

I report to the charity trustees on my examination of the accounts of the Charitable Company for the year ended 31 March 2024

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**Jason Foxwell FCCA FCIE**  
independent-examiner.net  
39 Enfield Road, Poole, BH15 3LJ

Date: 7 May 2024

**The Farnham Pottery Trust Ltd**  
**Statement of Financial Activities (including Income & Expenditure account)**  
**for the year ended 31 March 2024**

		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2024</b>	<b>Total Funds 2023</b>
<b>Income</b>	<b>Notes</b>				
Grants					
Donations					
<i>Income from charitable activities</i>		75503		75503	65978
Workshops and courses					
<i>Income from other trading activities</i>					
Studio rental and other income		6900		6900	6450
<i>Investment income</i>					
Bank Interest					
<b>Total income</b>		<b>82403</b>		<b>82403</b>	<b>72428</b>
<b>Expenditure on:</b>					
Raising funds	<b>2</b>	29928		29928	24229
Charitable activities	<b>3</b>	45875	2418	48293	46582
<b>Total expenditure</b>		<b>75803</b>	<b>2418</b>	<b>78221</b>	<b>70811</b>
<b>Net income/(expenditure) and net movement in funds for the year</b>		<b>6600</b>	<b>-2418</b>	<b>4182</b>	<b>1617</b>
<b>Reconciliation of Funds:</b>					
<b>Total funds brought forward</b>		<b>64161</b>	<b>6154</b>	<b>70315</b>	<b>68698</b>
<b>Total funds carried forward</b>		<b>70761</b>	<b>3736</b>	<b>74497</b>	<b>70315</b>

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.



**The Farnham Pottery Trust Ltd**  
**Balance Sheet as at 31 March 2024**

		31 March 2024 £	31 March 2023 £
<b>Fixed Assets – tangible fixed assets</b>	<b>5</b>	<b>24283</b>	<b>24823</b>
<b>Current Assets</b>			
Cash at bank and in hand		78862	76297
		<b>78862</b>	<b>76297</b>
<b>Total Current Assets</b>			
<b>Creditors falling due within one year – advance fees</b>	<b>6</b>	(28648)	(30805)
<b>Net Current Assets</b>		50214	45492
<b>Total Net Assets</b>		<b>74497</b>	<b>70315</b>
<b>The funds of the charity</b>			
Unrestricted Funds		70761	64161
Restricted Funds		3736	6154
<b>Total Funds</b>		<b>74497</b>	<b>70315</b>

For the year ending 31<sup>st</sup> March 2024 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies  
The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476  
The Directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of accounts  
These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime


These accounts were approved and authorised for issue by the directors, and signed on their behalf as below:

Signed:

Name: Katherine E W Mason

Date: **06.05.24**

Trustee



# **The Farnham Pottery Trust Ltd**

## **Notes forming part of the Financial Statements for the year ended 31 March 2024**

### **1. Accounting Policies**

**The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.**

#### **(a) Basis of accounting**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), and the Companies Act 2006.

The Farnham Pottery Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### **(b) Fund Accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

#### **(c) Income**

All income is included in the statement of financial activities when the charity is entitled to, and virtually certain to receive, the income and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Income from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

# The Farnham Pottery Trust Ltd

## Notes forming part of the Financial Statements for the year ended 31 March 2024

### 1. Accounting Policies

#### (d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. The Charity is not registered for VAT, expenditure includes VAT and is reported as part of the expenditure to which it relates.

#### (e) Equipment

Kilns and other equipment used in classes and workshops is capitalised and depreciated over ten years on a straight line basis.

<b>2. Expenditure on raising funds</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2024</b>	<b>Total Funds 2023</b>
	£	£	£	£
Tutor costs	26048		26048	21286
Materials and other costs	3206		3206	2228
Paypal fees	674		674	715
	<b>29928</b>		<b>29928</b>	<b>24229</b>

<b>3. Expenditure on charitable activities</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2024</b>	<b>Total Funds 2023</b>
	£	£	£	£
Office expenses	567		567	684
Premises Rent	21672		21672	21649
Utilities and rates insurance	7245		7247	7741
Manager	4461		4461	7100
Cleaning	739		739	33
Depreciation	3110	285	3395	5281
Kiln maintenance	400		400	
Other costs	2981	2133	5114	224
Bookkeeper and accountancy	4700		4700	3870
	<b>45875</b>	<b>2418</b>	<b>48293</b>	<b>46582</b>

# The Farnham Pottery Trust Ltd

## Notes forming part of the Financial Statements for the year ended 31 March 2024 (continued)

### 4. Net Incoming Resources for the Year

	2024	2023
This is stated after charging:	£	£
Depreciation	3395	5281
Independent Accountants remuneration	280	270

### 5. Tangible Assets

Cost brought forward	73204
Additions	2855
Cost carried forward	
	<hr/> 76059 <hr/>
Depreciation brought forward	48381
Charge for the year 2024	3395
Depreciation carried forward	51776
Net book value as at 31 March 2024	<hr/> 24283 <hr/>
Net book value as at 31 March 2023	<hr/> 24823 <hr/>

### 6. Creditors due within one year

	2024	2023
	£	£
Accruals and accounts payable	8282	10037
Income in advance	20366	20768
	<hr/> 28648 <hr/>	<hr/> 30805 <hr/>

## The Farnham Pottery Trust Ltd

### Notes forming part of the Financial Statements for the year ended 31 March 2024 (continued)

#### 7. Analysis of movements in funds

	Balance at 1 April 2023	Income	Expenditure	Balance as at 31 March 2024
<b>Restricted funds</b>	£	£	£	£
Fired up – Arts Council England	774		-774	0
Farnham Building Trust	976			976
Farnham Sth St Marketing	600		-410	190
Farnham T Council Kiln	3500		-930	2570
Community Funding YC course	304		-304	
<b>Total restricted fund</b>	<b>6154</b>		<b>-2418</b>	<b>3736</b>
<b>Unrestricted funds</b>	<b>64161</b>	<b>82403</b>	<b>75803</b>	<b>70761</b>

#### 8. Trustee Remuneration & Related Transactions

No members of the management committee received any remuneration or expenses during the year.

#### 9. Taxation

As a company limited by guarantee, The Farnham Pottery Trust Ltd is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation or Chargeable Gains Act 1992 to the extent these are applied to its charitable objectives. No charges have arisen in the year.